

**CITY OF SPRUCE GROVE  
CITY POLICY**

**NUMBER:  
7001**

**REFERENCE:**

**RES. #: 309-04**

**ADOPTED BY  
CITY COUNCIL**

**DATE: 12 October 2004**

**SUPERSEDES  
REVISED  
7001**

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**REFERENCE: ANNEXATION GUIDELINES**

**Policy Statement:**

The annexation guidelines set forth the criteria used to judge an annexation proposal. The criteria are based on the process outlined in the *Municipal Government Act* R.S.A. 2000, M-26. This policy offers direction to Council, Staff and parties interested in proposals to annex land to the City of Spruce Grove, regarding the required process and the criteria the City will use to judge the proposal. Annexation is used by the City as a means to ensure a sustainable form of urban development for the residents of Spruce Grove. The process will be undertaken in the spirit of cooperation with our regional partners, and guided by the City's Regional Principles.

**1. Annexation Review Criteria**

- 1.1 The proposal for annexation will conform to the Municipal Development Plan, Area Structure Plans, the Land Use Bylaw, and any other plans or initiatives used to guide City development.
- 1.2 Boundaries of the proposed annexation area should represent a reasonable and logical extension pattern for the community that is contiguous, orderly and economical. Lands to be annexed must be serviceable and accessible.
- 1.3 The City will undertake comprehensive annexations rather than piecemeal approaches in order to permit greater certainty and stability for the region.
- 1.4 The in filling of existing areas for development will be encouraged prior to the creation of new development areas, particularly when servicing is available on existing lands.

**THE PURPOSE OF THIS POLICY IS TO: The Annexation Guidelines provide a process and criteria to City Staff and Council to allow a fair evaluation of a proposal to annex lands to the City.**

**This policy is subject to any specific provision of the Municipal Government Act or other relevant legislation or Union Agreement.**

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- 1.5 A twenty-five (25) year land supply is recommended to be available in order for the City to plan long-term urban development. This long-term supply should be available for residential, commercial, and industrial uses, reflecting market demands for each type of land use.
- 1.6 Annexations should include lands flanking roadways wherever possible. The exception is Boundary Road, which serves as the western boundary of the City north of Highway 16A, except as determined under mutual agreement with any other interested municipality. South of Highway 16A, agreements with the Town of Stony Plain show that the City of Spruce Grove will not annex the lands on either side of Boundary Road.
- 1.7 The City of Spruce Grove will attempt to come to a consensus with the affected municipality or municipalities regarding the lands to be annexed, prior to making a formal application to the Municipal Government Board. Consideration will be given to any existing plans for the proposed lands.

**2. Supporting Documentation**

- 2.1 The principal reason for annexation shall be to manage future urban growth in a sustainable manner. Any proposal must also be supported through technical analysis, public consultation and intermunicipal negotiation.
- 2.2 An engineering feasibility study will be presented, including data on water, sewer,

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solid waste, storm water management and transportation.

- 2.3 The City of Spruce Grove will evaluate the fiscal impact of absorbing the annexed lands, including the current and proposed capital investments within the annexed area.
- 2.4 Information on the effects of the annexation proposal on public and social services, including emergency services, will be evaluated.
- 2.5 The compatibility of the annexed lands with existing City development must be evaluated. Lands to be annexed must be well suited to future urban uses according to recent patterns in land use and trends in growth, as well as the physical characteristics of the lands.

**3. Administration**

- 3.1 All relevant plans and policy documents must be brought into accordance with the new annexation through a formal amendment process.
- 3.2 The City of Spruce Grove must consider the effects that the proposed annexation will have on taxation assessments for annexed lands.
- 3.3 Continuation of existing land uses during transition must be addressed, particularly regarding intensive agriculture.

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